

**TOWN OF ROCKY HILL
MIRACLE FIELD SUBCOMMITTEE
SPECIAL MEETING OF FEBRUARY 5, 2015**

Present: Chairwoman Nadine Bell, Councilor Guy Drapeau, Brian Dillon and Allan Greenspan. Also present: Lisa Zerio (Director of Parks and Recreation & Custodial Staff), Mayor Henry Vasel (Entered at 5:07 p.m.) and Steve Sopelak (Town Engineer).

Absent: Councilor Tim Moriarty and Dave Sevigny.

Chairwoman Bell called the February 5, 2015 special meeting of the Miracle Field Subcommittee to order at 5:00 p.m. in the Council Chambers (back table), Town Hall, 761 Old Main Street, Rocky Hill, CT.

- I. ESTABLISH CRITERIA FOR INTERVIEWS**
- II. ESTABLISH THE MEMBERS OF THE INTERVIEW PANEL**
- III. SET INTERVIEW DATE**

Lisa Zerio said there were eight firms that had submitted a RFQ (Request for Qualifications). (Please see the First Attachment.) She, Steve Sopelak and Jim Sollmi (Director of Community Development Services) had looked at the eight proposals independently. Lisa Zerio said she came from a programming side with regards to this while Jim Sollmi and Steve Sopelak came from an engineering side. Lisa Zerio said they then met as a group and it was unanimous as to who the top three firms are. She referred to the RFQ Criteria Sheet that was used. (Please see the Second Attachment.) The “Project Approach” listed on this was never asked though so this wasn’t weighed into the ranking sheets.

Lisa Zerio asked the members of this Subcommittee if they are comfortable with the top three firms. Brian Dillon asked Lisa Zerio if she had the scores. Lisa Zerio said the scores were on her computer and she would e-mail these to them. Councilor Drapeau said the Criteria Sheet is a nice document and a great idea. Allan Greenspan asked if there was a clear drop after the three firms or if the fourth one was really close to the third one. Councilor Drapeau asked how close the first, second and third firm were. Lisa Zerio said the scores weren’t out of 100 points because of “Project Approach” being taken out. Steve Sopelak said the scores were out of 80 points. (TO Designs scored a 73; CHA Sports scored 67.67; BSC Group scored 64; BL Companies scored 58; Gale Associates scored 54; Woodward & Curran, Inc. scored 49; CR3 scored 47.67 and Quisenberry Arcari (QA) scored 38.67)

Councilor Drapeau asked which firm built the Miracle Field in West Hartford and how old that is. Lisa Zerio said TO Designs did and it is two years old. Councilor Drapeau asked if any lessons were learned from that and Brian Dillon said they could ask West Hartford.

Brian Dillon asked if CHA Sports is really Clough Harbour and Steven Sopelak said yes. Lisa Zerio thinks Clough Harbour changed its name to CHA Sports.

Lisa Zerio said the firms have been calling her and she explained to them that this Subcommittee's meetings have been postponed because of the weather. She asked the Subcommittee members again if they are comfortable interviewing the top three firms. Brian Dillon said yes. Councilor Drapeau asked if there is a reason for the top three firms to be vetted because it seems like a lot of work is being done on the Town's side. Brian Dillon said yes because if they are looking at a Quality Based Selection (QBS) then the first step is to shortlist and then an interview panel is created. Councilor Drapeau said there is already a panel. Brian Dillon said the shortlist panel shouldn't be the interview panel. Councilor Drapeau disagreed because this is the State's money and he said the Town Staff is probably more in the know. The Town Staff already vetted these firms so he said to let the firms present to them. The Town Staff can then give their recommendations to this Subcommittee. Brian Dillon said he would prefer to keep with the QBS process. Chairwoman Bell thought Brian Dillon had a valid point but she doesn't know what she could personally add other than that she has been through this before (for the HVAC at Griswold Middle School) and she said you kind of get a sense when you go through this. Chairwoman Bell said she looks at herself as a lay person and she isn't involved in construction in anyway. Councilor Drapeau thinks that there are already people (Town Staff) who have knowledge and who have done some homework so they should let them do the interviews. This Subcommittee's members could be present to weigh in. Brian Dillon said that is one option for establishing an interview panel which they have to do. Lisa Zerio said she had a conversation with Chairwoman Bell previously. Lisa Zerio suggested that two of the Councilors and one of the other members of this Subcommittee be on the interview panel along with the Town Staff. Lisa Zerio said that she, Steve Sopelak and Jim Sollmi are a part of this because they will be there during the day when the construction for this is going on and there won't be a Project Manager. Brian Dillon mentioned again that for a typical QBS, people who shortlisted shouldn't be doing the interviewing. This will eliminate any conflicts between the groups or predeterminations about firms. Steve Sopelak referred to the bridge project on Old Main Street. There had been twenty submissions and four people had reviewed those to shortlist them. Three out of those four people and a Town Engineer from another Town had come in to do the interviews.

Chairwoman Bell asked Mayor Vassel if he had any thoughts on the process. Mayor Vassel asked if the problem is that the interview panel will slow things down. Brian Dillon said no because only three firms are going to be interviewed so they can pick a date. Councilor Drapeau said his question is necessity. He trusts the Town Staff. He then told Brian Dillon that they could go his route but the Town Staff knows what they want to do, etc. Councilor Drapeau said he favors it if they have a preconceived notion about a firm. He wants them to pick the people who they will be working with because they are going to own this. Chairwoman Bell said they got that through this process. Brian Dillon told Councilor Drapeau that his statement wasn't accurate or fair because he would be marring the process now which is supposed to be open and competitive. The qualified firms have been determined and now they have to put proposals together. An appropriate fee has to be provided once it is determined who is the most qualified. They shouldn't own this for the sake of owning it at the expense of the taxpayers of the grant. Councilor Drapeau told Brian Dillon that he was talking about the negotiation for the price.

Brian Dillon said yes, as well as that they are going to get the A, B and C Team. He also gave an example of how the guys from TO Designs who had done the West Hartford Miracle Field might be long gone. He told them not to let their predetermined ideas about a firm drive who will be doing this. Steve Sopelak said that is a valid point. He thinks they need someone who has some technical knowledge of what is going on so that it will be understood as to what the firms are talking about when they start talking “nuts and bolts”. Allan Greenspan said he has a zero construction background so that is his concern. Brian Dillon told Allan Greenspan that the nice thing for him or Dave Sevigny is that this is a baseball project so one of them should be included. Allan Greenspan said he doesn’t know about the underground drainage and Steve Sopelak said that is going to be a big item because the area for the Miracle Field is a filled wetland. Chairwoman Bell told Steve Sopelak that he weighed in on that and did the first process. Steve Sopelak said none of the firms had touched upon the ground water issues, etc. because they didn’t do a project approach. Brian Dillon said the firms will present that in the interviews. Councilor Drapeau asked if they are going to want to send them to the Inland Wetlands Commission. Steve Sopelak said that is a good question but this proposed area will be outside of the wetland upland review area. This will have to go to the Planning and Zoning Commission but it won’t have to go to the Zoning Board of Appeals. He asked them what their timetable is. Henry Vassel asked if it would be beneficial to have a perc test done at the site in order to see how each firm will handle that because they know there is a high water table there. Brian Dillon said that might be requested in the proposal and the firm may do their own geotech work. Allan Greenspan said they know this Miracle Field can be built on a wetlands because the West Hartford Miracle Field was built on a swamp. Brian Dillon said this will be a huge drainage project.

Lisa Zerio said she will personally call the three firms once the interview date is set. They would have to figure out who would be on the interview panel first though. A discussion took place as to what date and times to have the interviews. It was decided to have the interviews take place on February 18, 2015, starting at 5:30 p.m.

Brian Dillon made a motion that the Miracle Field Interview Panel consists of Chairwoman Bell, Councilor Drapeau, Councilor Moriarty, Brian Dillon, Dave Sevigny and Steve Sopelak. The motion was seconded by Allan Greenspan and adopted unanimously by those present.

Allan Greenspan said they need to make sure they are meeting the requirements of the Miracle Field National Association because they do want to join that down the road. They want to make sure that the Miracle Field is built to the specifications.

Lisa Zerio asked what the firms should be told as far as what they should be presenting during the interviews. Brian Dillon said the firms will be presenting their qualifications for this project so they should know the scope of the project, etc. He told Steve Sopelak that he thinks these firms will be calling his office to look at the zoning requirements, etc. so they should come in knowing the regulatory requirements completely. Steve Sopelak said the firms should have a project approach as to what they are planning on doing and a fee schedule, etc. Brian Dillon told Steve Sopelak that he and Jim Sollmi can start negotiating the fee once they have the firm.

IV. OTHER

Chairwoman Bell asked Lisa Zerio to share the letter that she had received from the State. Lisa Zerio said she received an e-mail today from Dave Stygar (Department of Energy and Environmental Protection) and the Miracle Field agreement has been signed by the Commissioner. The Town is just waiting for the paperwork now.

Lisa Zerio said she had also received a letter via e-mail today from Mike Michaud, who is the Executive Director of the Miracle League of CT. (Please see the Third Attachment.) Lisa Zerio said she had received a separate e-mail from Mike Michaud in December 2014 too and he would be more than welcome to come make a presentation to any Committee that would like that.

Steve Sopelak suggested that everyone read about the firms' qualifications, etc. prior to the interviews. Lisa Zerio said she had this info on disks. Councilor Drapeau asked for someone to send this to the Subcommittee's members in a PDF file.

V. ADJOURNMENT

Brian Dillon made a motion to adjourn the special meeting at 5:25 p.m. The motion was seconded by Councilor Drapeau and adopted unanimously by those present.

Respectfully submitted,

Jo-Anne Booth
Recording Secretary